

**Minutes of the Evergreen Park Public Library
Board of Trustees
Regular Meeting
Wednesday, January 8, 2020
7:00 pm • Library Lower Level**

The meeting was called to order at 7:05 pm by President Kim Shine. The following trustees were present: President Kim Shine, Treasurer Elizabeth Topa, Secretary Kate Bradley, Trustee Helen Tomczuk, and Trustee James Busk. Vice President Virginia Chandler and Trustee Deborah Pearson were absent with notification. Library Director Nicki Seidl was also present as well as Mr. Jamie Rachlin of Meristem Advisors, Chicago.

President Kim Shine led the assembly in the Pledge of Allegiance.

Mr. Jamie Rachlin of Meristem Advisors presented a forecast of library finances through 2030. The basic takeaway was that while we are a financially sustainable right now, impending capital replacements and basic maintenance and repair on our 13 year-old building, as well as the new state minimum wage increases through 2025 will stress our budget and reserves to the extreme. Discussion of board response to the report's conclusions followed, as well as a suggestion to develop a patron survey to follow up on the library's progress since the last survey in 2016. Have we met the demands of our patrons? Where have we fallen short?

Elizabeth Topa motioned to approve the Minutes of the Regular Meeting of November 13, 2019, seconded by Helen Tomczuk. The motion passed unanimously.

The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for November and December 2019. Helen Tomczuk motioned to accept the Treasurer's reports for audit, seconded by Kate Bradley. The motion passed unanimously. Helen Tomczuk motioned to approve the list of checks for payment of bills for December 2019, seconded by Kate Bradley. The motion passed unanimously. Helen Tomczuk motioned to approve the list of checks for payment of bills for January 2020, seconded by Kate Bradley. The motion passed unanimously.

There was no public participation.

Librarian's Report

The library's insurance carrier performed its annual facility inspection and no deficiencies were noted. Our thanks to Julie Rego, Mary Black, and Ruth and Bernard Hoskins for volunteering as photographers for the Holiday Portraits fundraiser. Staff learned basic lighting, HVAC, plumbing, and IT information about the library facility at the in-service day on December 6. Michelle Augustinas was hired as youth services assistant. Page/shelver Tim Menke's last day was December 16. Head of Adult Services Jenna Harte attended "Evolving Manager Boot Camp" January 29-31. The lower level of the library was converted to LED lighting, and 18 emergency light fixtures were installed.

Report from the Evergreen Park Public Library Foundation

The Board regrettably accepted the resignation of current President Deborah Pearson, and thanked her for her many years of service. Deborah was integral to raising private donations for the library's capital campaign in 2006/07, and has since led the organization with creativity and

enthusiasm. Attention will turn toward recruiting additional board members. Letters of interest will be solicited in the upcoming newsletter. A planning session is scheduled for April 8, 2020, at 6pm. Establishment of a Friends Group as the fundraising arm of the Foundation was also discussed.

The next planned fundraiser is a Sip & Sample event on Feb 22, 2020, at the library. Volunteers are needed.

Old Business

There was no Old Business.

New Business

Helen Tomczuk motioned to approve to submit the Illinois Public Library Per Capital grant application to the Illinois State Library, seconded by Kate Bradley. The motion passed unanimously.

There being no further information to discuss, Helen Tomczuk motioned to adjourn the meeting, seconded by Kate Bradley. The motion passed unanimously, and the meeting adjourned at 9:20 pm. The next regular meeting of the Evergreen Park Public Library will be Wednesday, February 12, 2020, at 7:00 pm in the conference room on the lower level.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kate Bradley".

Kate Bradley, Secretary